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# FM 55-7

DEPARTMENT OF THE ARMY FIELD MANUAL

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## TRANSPORTATION SERVICE IN THE CONTINENTAL UNITED STATES

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DEPARTMENT OF THE ARMY

• JUNE 1952

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# SECTION I

## INTRODUCTION

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### 1. PURPOSE

This manual covers the basic mission and responsibilities of the Transportation Corps in the Continental United States, and the relationship of the Corps with domestic transportation services and facilities. It is designed to aid in the training of Transportation Corps and other personnel in the organization and functions of the Transportation Corps, its major field installations and activities in the continental United States, and government and civilian transportation agencies. It provides commanders, staff officers, and other personnel with instruction on transportation planning and operations.

### 2. SCOPE

This manual outlines the mission, major responsibilities, and functions of the Chief of Transportation Corps; and relationships of the Corps to governmental and civilian transportation agencies. Major field installations of the Transportation Corps and the transportation service organizations in the armies of the continental United States are described briefly. Also included is general information pertaining to domestic transportation services and facilities.

## SECTION II

### THE CHIEF OF TRANSPORTATION AND THE TRANSPORTATION CORPS

---

#### 3. MISSION

The mission of the Transportation Corps is to provide for the movement of persons and things for the Army and, as assigned, for the Navy, Air Force, and other agencies.

#### 4. MAJOR RESPONSIBILITIES OF THE CHIEF OF TRANSPORTATION

(fig. 1)

*a.* Serves as technical staff advisor to the Secretary of the Army, the Chief of Staff, and all elements of the Army on matters pertaining to transportation.

*b.* Represents the Department of the Army as member of the Joint Military Transportation Committee, Joint Chiefs of Staff.

*c.* Serves as Department of the Army representative on the Advisory Council of Military Traffic Service, Office, Secretary of Defense.

*d.* Acts as traffic manager for the Department of the Army.

*e.* Performs research and development in transportation matters for the Department of the Army.

*f.* Operates commercial land and inland waterway Transportation systems within the United States, when directed in an emergency.

## 5. MAJOR FUNCTIONS OF THE TRANSPORTATION CORPS

*a.* Prepares operational, mobilization, and industrial mobilization plans for the transportation requirements of the Department of the Army.

*b.* Plans, programs, and coordinates all aspects of the movement of Army controlled personnel and freight by all forms of transportation from source to destination.

*c.* Directs, coordinates, and supervises transportation activities for which the Department of the Army has responsibility.

*d.* Routes, regulates, and issues releases for the movement of Army-controlled traffic to CONUS ports for export.

*e.* Routes and regulates CONUS commercial freight and passenger movements of a specific size and larger, generally one carload or more (or equivalent via other means) of freight and fifteen or more passengers.

*f.* Directs and supervises the operation of CONUS Army ports of embarkation, and activities at terminals other than Army ports pertaining to the intransit storage, loading, stowing, unloading and documentation of cargo for which the Department of the Army has responsibility.

*g.* Exercises technical and staff supervision over the operation of military railroads, and over the assignment, maintenance, repair, and economical

use of railroad equipment over which the Army has responsibility.

*h.* Based on railway operating capabilities, determines requirements for, and military characteristics of, rail equipment for the Department of Defense, except where otherwise specifically assigned.

*i.* Exercises staff and technical supervision over all matters pertaining to highway transportation, including related overland equipment such as sleds and tracked or amphibious vehicles, except where otherwise specifically assigned.

*j.* Implements for the Department of the Army military utilization of land transportation in over-sea areas for agencies of the Department of Defense, and as authorized or directed, for other government agencies or departments of the United States, subject to priorities and policies directed by the Joint Chiefs of Staff (JMTC).

*k.* Coordinates Department of Defense highway requirements in the CONUS and integrates such requirements through the Bureau of Public Roads and the American Association of State Highway Officials into the over-all civil highway program.

*l.* Exercises staff and technical supervision over the assignment, operation, and maintenance and repair of Army harbor craft, except where otherwise specifically assigned.

*m.* Administers and supervises marine personnel affairs of the Department of the Army, except as otherwise specifically assigned.





*n.* Determines requirements for, and directs the procurement, inspection, maintenance, storage, issue, cataloging and standardization of TC equipment and supplies.

*o.* Conducts a research and development program for the Transportation Corps and liaison activities pertaining to research and development with other agencies of the Department of Defense, other government departments and commercial and foreign agencies.

*p.* Plans and directs the investigation, research, design, development and determination of military characteristics of Transportation Corps items, supplies and equipment in coordination with the using service. Determines military characteristics of equipment for Transportation Corps use to be developed by other services.

*q.* Formulates plans, policies, and technical methods governing the training of personnel engaged in transportation activities, except those assigned by the Department of the Army to other commands for supervision.

*r.* Provides for the collection, production, and dissemination of transportation intelligence.

*s.* Prepares and defends budget estimates; maintains records and submits reports regarding funds and costs applicable to transportation activities.

*t.* Commands the Army ports of embarkation; Transportation School and training installations, Ft. Eustis, Va.; Marietta TC Depot; Zone Transportation Offices; Transportation Board; Trans-

portation Research and Development Station; TC Cataloging Agency; TC Supply Control Point; TC Central Procurement Agency; TC Railroad Repair Shops; TC Standardization and Production Engineering Agency; Charleston TC Marine Depot; and such other installations and activities as may be assigned by the Department of the Army. Exercises staff supervision over the operation of the TC Section of the Sharpe General Depot; and such other TC activities as may be established at other than TC installations.

*u.* Initiates, develops, implements and follows up plans for efficient and effective use of troop carrier and cargo carrier command operations by the Army, and performs such air terminal and helicopter operations as may be assigned.

## 6. THE TRANSPORTATION BOARD

*a. Mission.* The Transportation Board acts as the senior advisory group to the Chief of Transportation, making appropriate recommendations on any phase of Transportation Corps activity and conducting such studies as may be assigned.

*b. Organization.* It consists of members and associate members, appointed by the Chief of Transportation, and of the Commanding Officer, Transportation Research and Development Station, who is *ex officio* a member and secretary of the Transportation Board.

*c. Major Functions.*

- (1) Formulates and integrates broad policies for research and development, and other

engineering activities of the Transportation Corps, and evaluates and coordinates recommendations on broad doctrines and operational procedures of the Transportation Corps.

- (2) Reviews the budgetary and funding program of the Transportation Research and Development Station for the prosecution of the Transportation Board mission.
- (3) Establishes broad policies for the activities of the Transportation Research and Development Station, and takes action on the findings of the Station, by submitting appropriate recommendations to the Chief of Transportation for establishment of projects or tasks as indicated.
- (4) Evaluates and insures coordination of all research and development activities in which the Chief of Transportation has an interest, including both those prosecuted by the Transportation Research and Development Station and those on which the actual work is performed by other agencies.

## 7. TRANSPORTATION RESEARCH AND DEVELOPMENT STATION

*a. Mission.* Through research and development, the Station insures that the Transportation Corps has equipment and technique adequate to support efficiently the Transportation Corps mission.

*b. Organization.* Figure 2 illustrates the organization of the Station.

*c. Major Functions.*

- (1) Submits reports to the president of the Transportation Board and conducts such studies and other activities as may be approved by the Board.
- (2) Provides the secretariat of the Transportation Board.
- (3) States and justifies the research and development requirements of the Transportation Corps, whether for end items developed, supplied, or procured by other agencies, or for operational research by the Transportation Research and Development Station.
- (4) Develops military characteristics for items used by the Transportation Corps and maintains active liaison with other agencies prosecuting approved engineering or research projects in which the Chief of Transportation has primary interest and reports thereon. Recommends type classification and components of all equipment developed with a view to standardization. Provides complete specifications for new items of equipment developed.
- (5) Reviews current Transportation Corps doctrine, methods, techniques, and material for the purpose of further improvement or refinement and rationali-

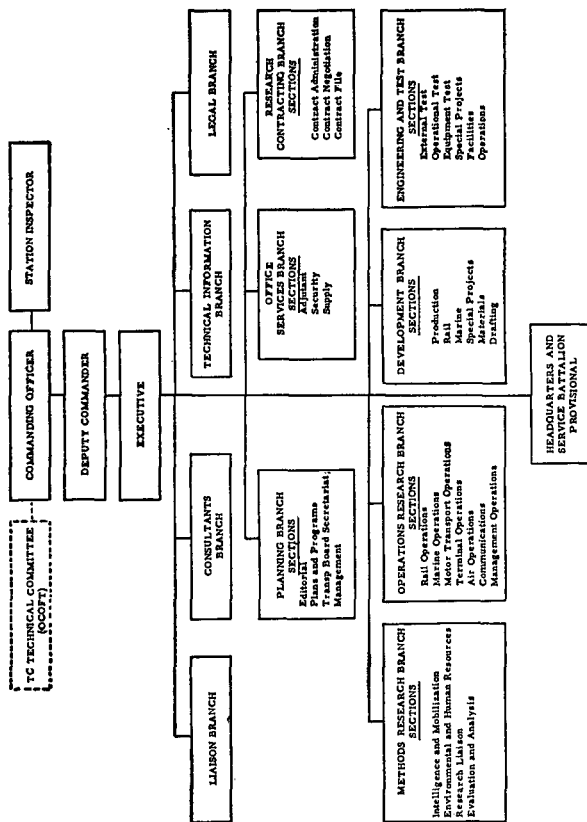


Figure 2. Organization chart of the Transportation Research and Development Station.

zation; makes necessary studies pertinent thereto; and submits findings and recommendations thereon. Formulates new doctrine, methods, and techniques.

- (6) Studies new equipment with respect to its effect on Transportation Corps operations, the efficiency with which it can be transported, and the necessity for the improvement of Transportation Corps material or techniques in order to provide adequate transportation. Makes recommendation to the Board based upon such studies.
- (7) Recommends Transportation Corps participation in climatic tests, engineering tests, user tests, and troop tests; plans and conducts the tests, as directed.
- (8) Evaluates inventions and ideas for the improvement of transportation service or equipment, and recommends appropriate action to the Board.
- (9) Evaluates items used or supplied by the Transportation Corps, looking toward their refinement or improvement.
- (10) Provides membership representation or liaison with the following groups or agencies for the purpose indicated:
  - (a) Chairman and secretariat of the Transportation Corps Technical Committee and of each of its subcommittees. (The Station, in addition, furnishes all technical data required.)

- (b) Transportation Corps members of the technical committees of the Departments of the Army and the Air Force.
- (c) Representation for the Chief of Transportation on any other technical committees, as directed, and at all meetings and conferences relating to research and development activities in which the Transportation Corps has an interest, conducted by other governmental agencies or by professional, scientific, or industrial organizations.
- (d) Technical and consultant service to the Department of Defense and other agencies, as directed.



## SECTION III

### RELATIONSHIP OF TRANSPORTATION CORPS TO GOVERNMENTAL AND CIVILIAN AGENCIES

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#### 8. GENERAL

The Chief of Transportation in the execution of his assigned responsibilities maintains close working relationships with Department of Defense agencies, other Federal agencies, and civilian organizations.

#### 9. MILITARY TRAFFIC SERVICE (MTS)

*a. Purpose.* The Military Traffic Service provides under one authority efficient and economical traffic management for movement within the continental United States of persons and things for the Department of Defense, subject to the policies of the Joint Chiefs of Staff and the Munitions Board.

*b. Organization.* A qualified civilian serves as director of the Military Traffic Service, and a general or flag officer as deputy director. An advisory council is established, consisting of the director, as chairman, and one general or flag officer, nominated by the respective secretaries of the military departments.

*c. Major Functions.* The following functions of the MTS are of a *staff* rather than an operating nature:

- (1) Performs the customary functions of traffic management as they pertain to the transportation of persons and things.
- (2) Recommends modes of carriage.
- (3) Prescribes routes.
- (4) Negotiates rates, classifications, and fares.
- (5) Analyzes loading rules and loss and damage prevention programs.

*d. Relationship.* MTS coordinates the traffic management functions of the various agencies of the Department of Defense. It establishes policies and delegates operating authority, as appropriate, to the Chief of Transportation, as well as to other Department of Defense agencies.

## 10. JOINT MILITARY TRANSPORTATION COMMITTEE (JMTC)

*a. Purpose.* The Joint Military Transportation Committee (JMTC) advises the Joint Chiefs of Staff on matters relating to transportation.

*b. Organization.* It is comprised of one officer from each of the military departments and a permanent working staff composed of equal representation from the Army, Navy, and Air Force.

*c. Major Functions.*

- (1) Advises the Joint Logistics Plans Committee and Joint Strategic Plans Com-

mittee on transportation matters necessary for over-all logistic and strategic planning.

- (2) Provides doctrine and policy for the allocation of space; allocates space available on military controlled facilities.
- (3) Resolves conflicts where the requirements of the services exceed the capabilities of transportation facilities.
- (4) Obtains and consolidates the transportation requirements of the Armed Forces of the United States to forecast possible deficits between capabilities and requirements.

*d. Relationship.* The Chief of Transportation serves as a member of the JMTC and furnishes the committee with Department of the Army transportation requirements and related data to enable JMTC to formulate doctrine and policy and to allocate available transportation facilities among the services.

## 11. MILITARY SEA TRANSPORTATION SERVICE (MSTS)

*a. Purpose.* The Military Sea Transportation Service (MSTS) provides under one authority the control, operation, and administration of ocean transportation for personnel and cargo for all agencies of the Department of Defense and, as directed, for other governmental agencies and departments.

*b. Organization.* The commander of MSTS is a flag officer appointed by the Chief of Naval Opera-

tions, subject to the approval of the Secretary of the Navy. MSTS has four major field areas: Eastern Atlantic and Mediterranean, Atlantic, Pacific, and Western Pacific.

*c. Major Functions.*

- (1) Controls, operates, and administers Government-owned vessels and other vessels acquired for the transportation of personnel or cargo of the Department of Defense.
- (2) Establishes, controls, and administers shore units, world-wide, as necessary for administration and operation.
- (3) Coordinates the preparation of design, specifications, and equipment of transport vessels.
- (4) Controls maintenance, repair, and alterations of assigned vessels.
- (5) Approves loading plans and their implementation.
- (6) Controls passengers on board MSTS vessels.
- (7) Procures commercial shipping space as required.

*d. Relationship.* The Transportation Corps arranges with MSTS for the assignment of space aboard sea transport vessels for movement of personnel and cargo for which the Department of the Army is responsible. The Transportation Corps is also responsible for the embarkation and debarkation of persons and cargo for which the Department of the Army is responsible.

## 12. MILITARY AIR TRANSPORT SERVICE (MATS)

*a. Purpose.* The Military Air Transport Service (MATS) provides air transportation for persons and things of the Department of Defense and civilian agencies, and as otherwise authorized.

*b. Organization.* MATS is a consolidation of the former Air Force Air Transport Command and the Naval Air Transport Service under the command and direction of the Chief of Staff, United States Air Force. Air Force and Navy personnel are assigned at all echelons of command and are administratively controlled by their respective departments.

*c. Major Functions.*

- (1) Determines requirements for and capabilities of MATS routes and points served, and the use of such service.
- (2) Prepares loading plans for aircraft, using available traffic and established priorities as a basis.
- (3) Designs and prepares documents for traffic transported by MATS aircraft.
- (4) Schedules MATS aircraft.
- (5) Controls operation and maintenance of aircraft, bases, and facilities used by MATS.

*d. Relationship.* The Chief of Transportation plans, programs, and coordinates all aspects of the movement of Army-controlled personnel and freight by MATS-operated aircraft.

### 13. UNITED STATES COAST GUARD (USCG)

*a. Purpose.* The United States Coast Guard (USCG) enforces the laws of the United States upon navigable waters and the high seas, prevents smuggling, and enforces customs and laws governing the operation of marine craft.

*b. Organization.* The USCG, a military service, constitutes a branch of the land and naval forces of the United States; it operates under the Treasury Department in time of peace and as part of the Navy in time of war, or whenever the President shall so direct.

*c. Major Functions.*

- (1) Acts as the Federal maritime police.
- (2) Maintains a search and rescue agency.
- (3) Provides navigational aids to maritime commerce and to air commerce over the oceans.
- (4) Enforces rules and regulations governing the anchorage of vessels in territorial waters.
- (5) Enforces prescribed regulations covering explosives and other dangerous articles aboard vessels and at waterfront facilities.
- (6) Supervises the loading and unloading of explosives and other dangerous cargo aboard vessels.

- (7) Conducts loyalty and security investigations of maritime and shore-side employees.

*d. Relationship.* The Transportation Corps and the USCG coordinate all matters pertaining to locations of points of loading and unloading explosives and other dangerous articles, as well as safety, loyalty, and security regulations at ports.

#### 14. INTERSTATE COMMERCE COMMISSION (ICC)

*a. Purpose.* The Interstate Commerce Commission (ICC) was created as an independent establishment by the Act to Regulate Commerce of 4 February 1887, now known as the Interstate Commerce Act, to regulate, in the public interest, carriers subject to the Interstate Commerce Act engaged in transportation in interstate and foreign commerce to the extent that it takes place within the United States.

*b. Organization.* The ICC consists of 11 members appointed by the President by and with the consent of the Senate; the chairman is selected from its membership.

*c. Functions.*

- (1) Regulates rail, express, pipe-line, inland waterway, and motor carriers and domestic freight forwarders.
- (2) Determines that just, reasonable, and nondiscriminatory rates and practices

are maintained and that through routes and joint rates are established.

- (3) Exercises jurisdiction over car service and pooling or divisions of traffic, service, or earnings.
- (4) Insures that regulated carriers publish and file tariffs which contain rates, rules, and regulations, including those governing the movement of explosives and other dangerous articles.
- (5) Conducts hearings concerning lawfulness of rates, fares, or charges and awards or denies reparations based on its findings.
- (6) Prescribes rules, regulations, and forms for commercial bills of lading.
- (7) Exercises jurisdiction over safety of interstate railroads and motor carriers.

*d. Relationship.* The Transportation Corps as a shipper and receiver of goods must comply with the provisions of the Interstate Commerce Act. Of the provisions of this act, Section 22 is of particular interest to governmental agencies. Section 22 provides, "That nothing in this part shall prevent the carriage, storage, or handling of property free or at reduced rates for the United States . . . or the transportation of persons for the United States Government free or at reduced rates . . . ." By virtue of Section 22, the Chief of Transportation negotiates special privileges, rates, fares, and practices for the benefit of the Department of the Army and other agencies as directed.



## 15. CIVIL AERONAUTICS BOARD (CAB)

*a. Purpose.* The Civil Aeronautics Board (CAB) fosters and encourages the development of a civil air transportation system in the public interest and promotes high standards of safety in air travel.

*b. Organization.* Organized as an independent agency, the CAB is composed of five members appointed by the President with Senate confirmation. The President annually designates its chairman and vice chairman.

*c. Major Functions.*

- (1) Grants or denies certificates of public convenience and necessity.
- (2) Prescribes safety rules and regulations including standards for the issuance of airman, aircraft, and carrier operating certificates.
- (3) Investigates accidents involving civil aircraft and takes action, based on findings, to prevent recurrence.
- (4) Cooperates and assists in establishing an international air transportation pattern.

*d. Relationship.* The Transportation Corps as a purchaser of service by commercial aircraft or the user of civil air facilities is subject to the rules and regulations of CAB.

## 16. ASSOCIATION OF AMERICAN RAILROADS (AAR)

*a. Purpose.* The Association of American Railroads (AAR) conducts research and development

and deals with all matters of common concern in the whole field of railroading.

*b. Organization.* Its organization comprises the principal railroads of the United States, Canada, and Mexico.

*c. Major Functions.*

- (1) Establishes rules and regulations governing car service, interchange, repairs, demurrage, and storage.
- (2) Establishes a standard code of train rules.
- (3) Devises improved packing methods and designs new containers.
- (4) Develops suitable standards of safety and signal appliances.
- (5) Establishes principles and practices for the investigation and disposition of claims.
- (6) Supplies the necessary equipment to meet the diversified railroad transportation requirements, civilian and military.
- (7) Develops loading, blocking, and bracing rules and regulations for general cargo, including safe practices in the handling of explosives and other dangerous articles.

*d. Relationship.* The car service division, AAR, maintains close liaison with the Army. A military transportation section, working in conjunction with the Office of the Chief of Transportation, assists in obtaining equipment and passage for

military traffic and also traces, expedites, diverts, or holds movements as required.

## 17. INTERTERRITORIAL MILITARY COMMITTEE

*a. Purpose.* This committee acts as a coordinating committee or clearing house for the Railroad Passenger Associations.

*b. Organization.* Its organization comprises all rail lines which are parties to the New England, the Trunk Line-Central, and the Southern Passenger Associations and the Western Military Bureau, which includes Western Trunk Line, Southwestern, and Transcontinental Passenger Associations.

*c. Major Functions.*

- (1) Acts as coordinating agency in negotiating the Joint Military Passenger Agreement.
- (2) Negotiates special agreements covering Government-owned kitchen, hospital, and mortuary cars.
- (3) Negotiates arrangements and agreements for special movements in rail passenger service.

*d. Relationship.* The committee maintains direct contact with the Chief of Transportation in the negotiation and execution of agreements for all rail lines. Representatives maintain offices in the Office of the Chief of Transportation.

## 18. AMERICAN TRUCKING ASSOCIATIONS, INC.

*a. Purpose.* This organization provides an agency for the formulation of a code of fair competition for the trucking industry.

*b. Organization.* It is a federation of trucking associations, having affiliated organizations in the 48 States and the District of Columbia.

*c. Major Functions.*

- (1) Compiles and publishes the National Motor Freight Classification.
- (2) Develops rules, regulations, and standards of safe practice in the handling of explosives and other dangerous articles.
- (3) Acts as legislative representative for the industry.
- (4) Develops and recommends practices to reduce loss and damage in transit.

*d. Relationship.* It serves as liaison between its members and the Department of Defense in matters pertaining to rates, routes, service, expediting, special movements, and the Reserve Affiliation Program. The Chief of Transportation contacts this organization on operational matters concerning movement of Army-responsible freight via highway.

## 19. NATIONAL ASSOCIATION OF MOTOR BUS OPERATORS

*a. Purpose.* This association establishes and maintains a cooperative relationship between reg-

ulatory bodies, automotive associations, and transportation agencies.

*b. Organization.* It is a national trade association of the intercity motor bus industry, including affiliated state motor bus associations.

*c. Major Functions.*

- (1) Informs and advises members regarding legislation affecting bus operation.
- (2) Studies and analyzes labor problems and working conditions.
- (3) Recommends modernization and uniform size and weight limitations.
- (4) Acts as public relations group for member lines.

*d. Relationship.* The Chief of Transportation contacts the association rather than individual operators regarding matters related to the movement of personnel by motor bus.

## 20. NATIONAL BUS MILITARY BUREAU

*a. Purpose.* This bureau represents member lines in negotiations with the Department of Defense for the establishment and implementation of the Joint Bus Military Agreement.

*b. Organization.* It is an organization of motor bus companies which are parties to the Joint Bus Military Agreement.

*c. Major Functions.*

- (1) Negotiates and executes the Joint Bus Military Agreement.

- (2) Arranges for equipment and service for special movements.

*d. Relationship.* The Chief of Transportation deals directly with the National Bus Military Bureau regarding Department of the Army movements over member lines. A representative of the bureau is in the Office of the Chief of Transportation.

## 21. AIR TRANSPORT ASSOCIATION OF AMERICA

*a. Purpose.* This association provides unified action for the benefit of the traveling public and the national welfare.

*b. Organization.* It is a cooperative association of the United States Flag Airlines, certified by the Civil Aeronautics Board, and of associate members in Canada, Latin America, and Hawaii.

*c. Major Functions.*

- (1) Develops safety in air travel.
- (2) Recommends improvements in air terminals.
- (3) Studies need for and makes recommendations regarding legislation.
- (4) Studies the experience and attainments of individual airlines for the advantage of all.

*d. Relationship.* It represents the member lines in the negotiation and execution of the Joint Military Air Transportation Agreement with the Department of Defense. The Chief of Transportation

initiates action with respect to the agreement on behalf of the Department of Defense as directed by The Military Traffic Service.

## 22. IRREGULAR AIR CARRIERS

*a. Organization.* The irregular carriers and irregular transport carriers engaged in air transportation have formed two associations as follows:

- (1) Aircoach Transport Association, Inc.
- (2) Independent Military Air Transport Association.

*b. Relationship.* The above associations represent the member lines in the negotiation and execution of the Joint Military Irregular Air Transportation agreements with the Department of Defense. The Chief of Transportation initiates action with respect to the agreement on behalf of the Department of Defense as directed by The Military Traffic Service.

## 23. THE AMERICAN WATERWAYS OPERATORS, INC.

*a. Purpose.* This organization promotes and protects the interests of the inland waterway operators, not including the Great Lakes and ocean-going carriers.

*b. Organization.* It is a national trade association of 170 inland waterway operators.

*c. Major Functions.*

- (1) Informs and advises members on legislative matters of interest to their operations.
- (2) Acts as public relations office for its members.
- (3) Conducts a research and development program.

*d. Relationship.* It maintains liaison with the Chief of Transportation on all matters pertaining to utilization of inland waterways by the Department of the Army.



## SECTION IV

### MAJOR TRANSPORTATION CORPS FIELD INSTALLATION AND ACTIVITIES

---

#### 24. GENERAL

Transportation Corps field installations and activities (fig. 3) are concentrated in the coastal areas of the continental United States. Outlined in this section are functional descriptions of the most important of these. Additional field agencies and activities contemplated under mobilization or emergency conditions also are described.

#### 25. THE TRANSPORTATION CENTER

*a. Mission.* To carry out the responsibility of the Chief of Transportation for training and other activities located at Fort Eustis, including the over-all operation of the installation and subinstallations attached thereto.

*b. Organization.* The organization of the Transportation Center is illustrated in figure 4.

*c. Major Functions.*

- (1) Instructs and trains officers and enlisted men in transportation duties and functions.
- (2) Conducts basic individual military training.

# TRANSPORTATION CORPS

## INSTALLATIONS, SUB-INSTALLATIONS & ACTIVITIES

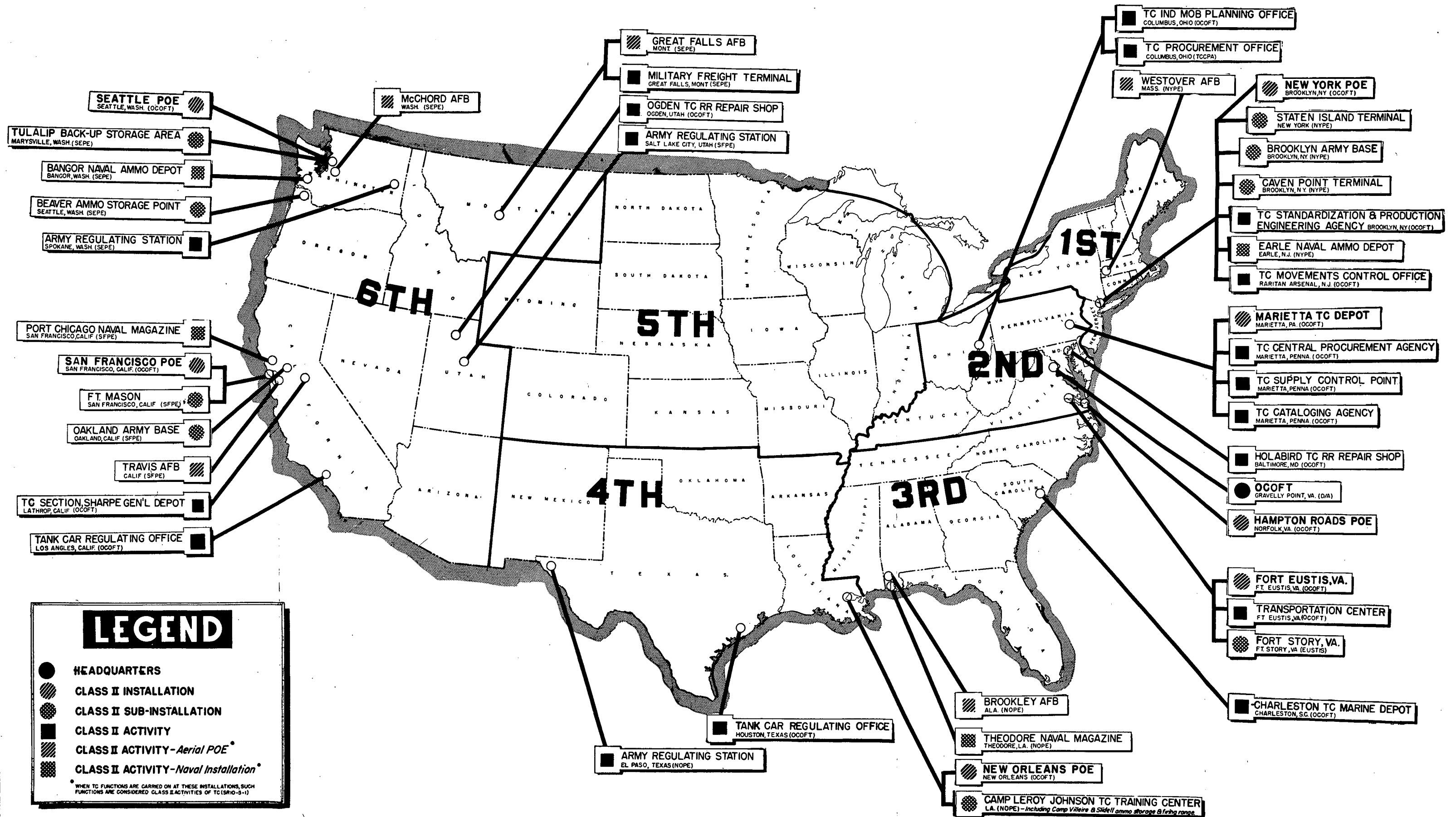


Figure 3. Major Transportation Corps installations and activities.

## TRANSPORTATION CENTER



Figure 4. Organization chart of The Transportation Center.

- (3) Trains and administers to all T/O&E units assigned to the command.
- (4) Prepares Transportation Corps training materials.
- (5) Provides administrative support for separate activities located at the center.

## 26. THE TRANSPORTATION SCHOOL

*a. Mission.* To instruct and train officers and enlisted men of all components of the army in transportation duties and functions, in the tactics and techniques of transportation services, and in the relationship of the Transportation Corps to the arms and other services of the Department of Defense.

*b. Organization.* The organization chart of The Transportation School, Fort Eustis, Va., is illustrated in figure 5.

*c. Major Functions.*

- (1) Instructs officers, officer candidates, and enlisted personnel in the approved organization, planning, operational procedures, functions, and doctrines of the Transportation Corps.
- (2) Operates The Transportation School Book Department.
- (3) Operates The Transportation School Library.
- (4) Coordinates matters pertaining to resident, academic instruction with military

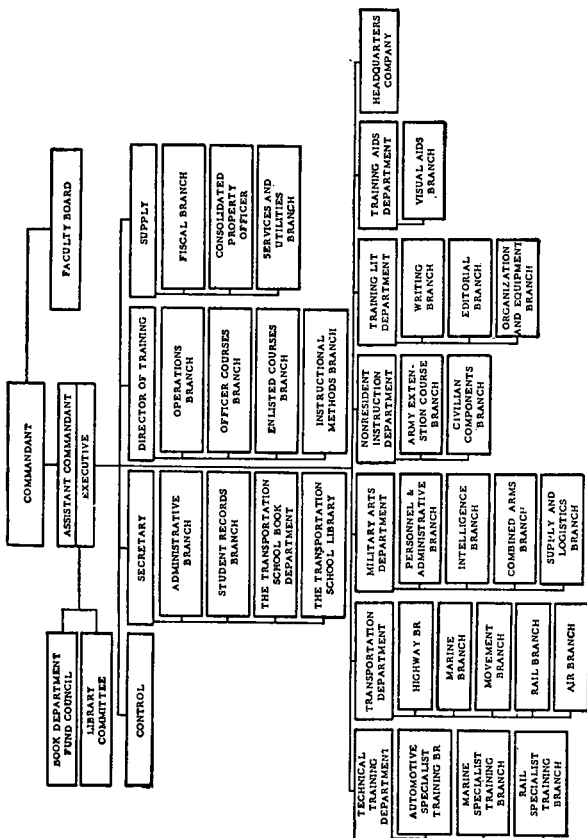


Figure 5. Organization chart of The Transportation School.

and civilian agencies outside The Transportation School.

- (5) Studies current trends, practices, and new developments of interest to the Transportation Corps, and insures incorporation thereof into the programs of resident and nonresident instruction.
- (6) Formulates plans, policies, and procedures for instructor training and conducts instructor training and orientation courses for all newly assigned instructors.
- (7) Prepares and disseminates authorized instructional material and training aids to the civilian components and others, as directed.
- (8) Prepares, writes, and revises the Transportation Corps Army Extension Courses and programs to parallel, insofar as practicable, the scope and level of resident instruction.
- (9) Conducts the Transportation Corps Army Extension Course Program to include enrollment, grading, recording, and other associated administrative matters.
- (10) Writes all training publications and revisions thereto, including field manuals, technical manuals, military occupational specialty (MOS) examinations, and self-study texts; renders technical assistance for training films and tables of organiza-

tion and equipment for which the Transportation Corps is responsible.

- (11) Accomplishes all art work necessary in the preparation of training aids and other instructional material required.
- (12) Develops and standardizes the instruction and training of transportation officers in the tactics and techniques of the transportation services.
- (13) Assists in the development of transportation doctrine and techniques and in the development of transportation equipment.
- (14) Conducts research in matters pertaining to functions of the Transportation Corps.
- (15) Develops, fabricates, and prepares training aids for use by The Transportation School and other Transportation Corps troops and installations as directed.
- (16) Disseminates to the Armed Forces of the United States information pertaining to instruction and training methods and materials developed at The Transportation School.
- (17) Instructs, trains, and tests selected enlisted men for the purpose of qualifying those candidates who are suitable for commission in the Transportation Corps.

## 27. TRANSPORTATION CORPS TRAINING CENTERS

*a. Transportation Corps Replacement Training Centers (RTC's).*

- (1) *Mission.* To conduct basic individual military training, common specialist MOS training, a Leader's Course, and to administer to enlisted trainees undergoing MOS training.
- (2) *Organization.* An RTC consists of a headquarters with two or more group headquarters, each group headquarters with two or more battalions and each battalion with two or more companies.
- (3) *Major functions.*
  - (a) Have as their primary purpose the training of loss replacements.
  - (b) Conduct individual training as prescribed.
  - (c) Conduct common specialists' MOS training of bandsmen, clerk typists, supply clerks, cooks, etc., as may be assigned.
  - (d) Conduct MOS training of vehicle drivers, stevedores, railway trackmen, crewmen, etc., as directed.
  - (e) Conduct leaders' courses as prescribed.
  - (f) Provide other training as may be directed.

*b. Transportation Corps Unit Training Centers (UTC's).*

- (1) *Mission.* UTC's activate as directed, train, and produce, in shortest practicable time, units capable of effectively performing their operational missions.



(2) *Organization.* The organization of a UTC normally includes a commanding officer; a staff for administration, supply, and training; and major training units (normally battalions) to which subordinate units are attached for training.

(3) *Major functions.*

- (a) Develop and maintain the cadre system to insure adequacy of training program and are responsible for the supervision of basic and technical training in military subjects.
- (b) Prepare and coordinate plans for and supervision of the training of individuals and units.
- (c) Provide individual training of fillers for table of organization and equipment and table of distribution units when the units cannot train them. (Fillers within a UTC who cannot be so trained will receive a minimum of 6 weeks' individual training in RTC's.)

## 28. PORTS OF EMBARKATION

*a. Mission.* To plan and accomplish the movement of persons and things for which the port commander has movement responsibility.

*b. Organization.* The typical organizations illustrated in figures 6 and 7 are adhered to insofar as the names of the organizational elements and groups of activities thereunder are concerned.

Ports of Embarkation are Class II installations under the Chief of Transportation. When considered desirable by the port commander, two or more of the organizational elements may be combined under the supervision of one chief, but each element is kept intact. Heads of general staff divisions and procurement divisions are known as chiefs; heads of remaining divisions are designated by the name of the division which they represent, such as port ordnance officer, inspector general, special services officer, information and education officer, and port transportation officer.

*c. Major Operating Functions.*

*(1) Port of embarkation.*

- (a)* Embarks and debarks troops.
- (b)* Receives, processes for shipment, loads, and discharges all cargo to overseas and continental United States destinations.
- (c)* In coordination with local Military Sea Transportation Service (MSTS), prepares and distributes plans for and supervises the execution of the embarkation and debarkation of all military and civilian personnel for which the Army is responsible, including prisoners of war under control of the port commander.
- (d)* Receives and distributes troop priorities, Department of the Army directives, and cables concerning movement of personnel.

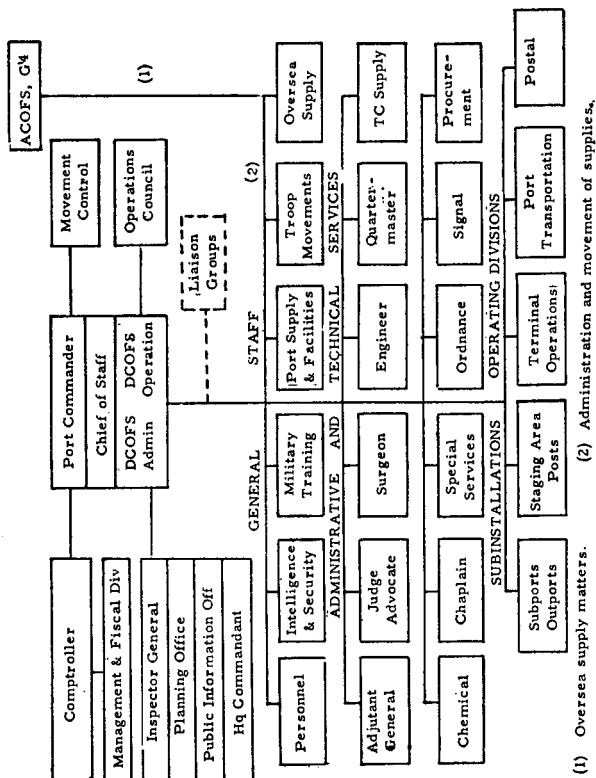


Figure 6. Typical organization chart of a port of embarkation.

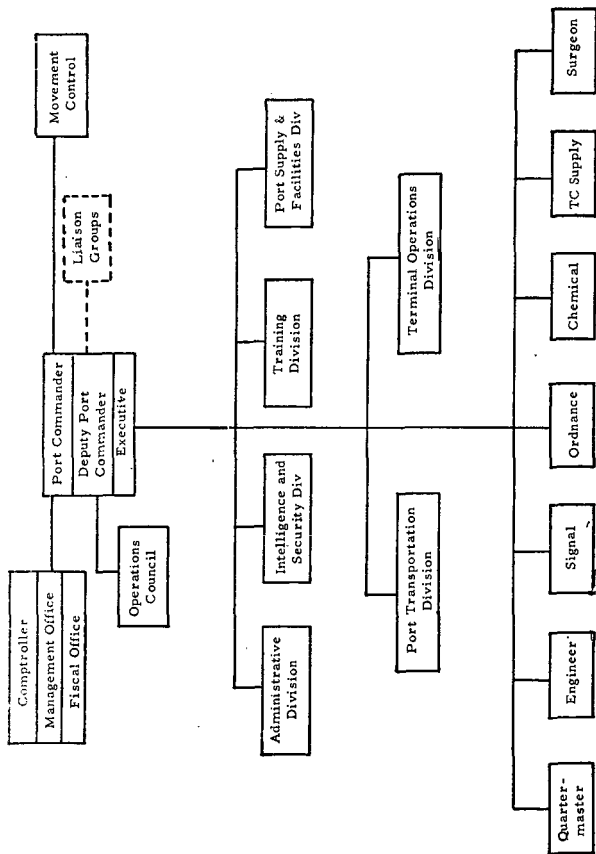


Figure 7. Typical organization chart of a cargo port of embarkation.

- (e) Prepares unit assignments to ships, and, in conjunction with local MSTs commander, prepares cabin class passenger assignments, embarkation schedules, debarkation schedules, and transportation tables for personnel for which the Army is responsible.
- (f) Issues port calls and necessary instructions for the movement to the port of individuals, units, baggage, and force-marked supplies moving overseas through the port.
- (g) Supervises and controls all vessel loading and unloading activities and facilities for cargo for which the Army is responsible.
- (h) Operates Army-controlled pier and wharf facilities and equipment.
- (i) Procures from MSTs the space aboard vessels to meet projected cargo lift requirements for which the Army is responsible.
- (j) Prepares and distributes manifests, other shipping papers, and current data and statistics concerning the loading and discharge of cargo for which the Army is responsible.
- (k) Maintains and operates all harbor craft assigned to the port.

- (l) Negotiates and administers contract services required in connection with cargo loading and unloading operations.
  - (m) Maintains, controls, and operates Government-owned rail and highway equipment assigned to the port.
  - (n) As necessary, stores freight moving through the port.
  - (o) Operates motor pool and materials handling equipment pool.
  - (p) Informs Office of the Chief of Transportation regarding clearance for export shipments.
  - (q) Maintains liaison with such interested agencies as the Office of the Chief of Transportation, local transportation agencies, railroads, and inland waterway systems.
  - (r) Issues and accomplishes bills of lading and transportation requests.
- (2) *Cargo port of embarkation.* The mission and functions of a cargo port of embarkation are substantially the same as for ports of embarkation, less embarkation and debarkation of troops.

*d. Oversea Supply Divisions.* An oversea supply division is established at each port of embarkation in the continental United States under the direct operational control of the Assistant Chief

of Staff, G-4, to assure timely provision of adequate quantities of supplies to oversea commands.

## 29. TRANSPORTATION CORPS DEPOTS

*a. Mission.* To receive, store, and issue Transportation Corps supplies and equipment, as described in SR 780-17-1, and to receive and stock reserve supplies and matériel as directed by higher authority.

*b. Organization.* A typical organization chart of a Transportation Corps depot is illustrated in figure 8. Transportation Corps depots are Class II installations under the Chief of Transportation.

*c. Major Functions.*

- (1) Receives, stores and issues Class II and Class IV TC supplies and equipment to assigned distribution areas in the zone of interior and to oversea commands through assigned ports of embarkation.
- (2) Receives and stores strategic matériel, industrial mobilization reserve, and TC reserve stocks as directed.
- (3) Assembles general TC items of supply for issue in sets as assigned.
- (4) Repairs and overhauls for return to stock, major components of TC supplies and other items authorized for storage and issue, within limitations of available facilities.
- (5) Receives and processes all classes of TC supplies returned from oversea com-

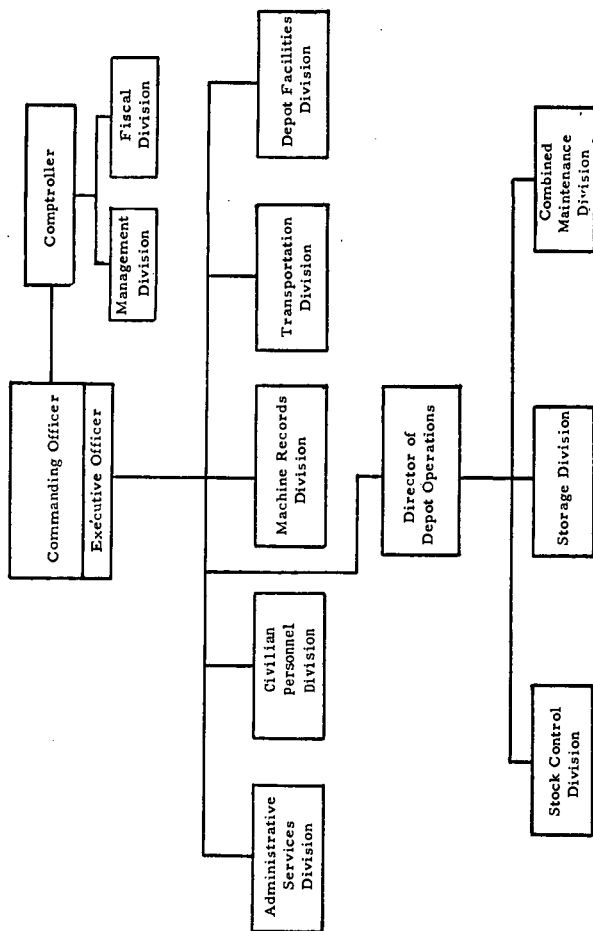


Figure 8. Typical organization chart of a Transportation Corps depot.



mands through assigned ports of embarkation and from assigned distribution areas in the zone of interior.

### 30. TRANSPORTATION CORPS RAILROAD REPAIR SHOPS

*a. Mission.* To provide depot maintenance for all types of Army and Air Force rail equipment; to prepare, implement, and administer contracts incident thereto; and to provide proper storage and care for reserve units of rail equipment awaiting assignment.

*b. Organization.* The organization of a railroad repair shop includes a commanding officer, an administrative section, a master mechanic section, and a supply section.

*c. Major Functions.*

- (1) Determines priorities; schedules and performs necessary repairs to each item of rail equipment.
- (2) Procures the necessary equipment, parts, tools, and machinery required by the railroad repair shop.
- (3) Receives, stores, and issues rail equipment.
- (4) Maintains an adequate stock level of materials and parts.

### 31. CHARLESTON TC MARINE DEPOT

*a. Purpose.* To store major items of marine equipment for issue as required.

*b. Organization.* Operates as a Class II activity directly under the Chief of Transportation.

*c. Major Functions.*

- (1) *Depot maintenance.* Repairs and overhauls major items of marine equipment for return to stock.
- (2) *Returned matériel.* Receives and processes excess serviceable and unserviceable major items of marine equipment generated at installations in the continental United States and overseas as directed.

*d. Relationship.* Operates as a Class II activity directly under the Chief of Transportation, with a close operating relationship with the Supply and Procurement Division, OCOFT.

## 32. ZONE TRANSPORTATION OFFICE

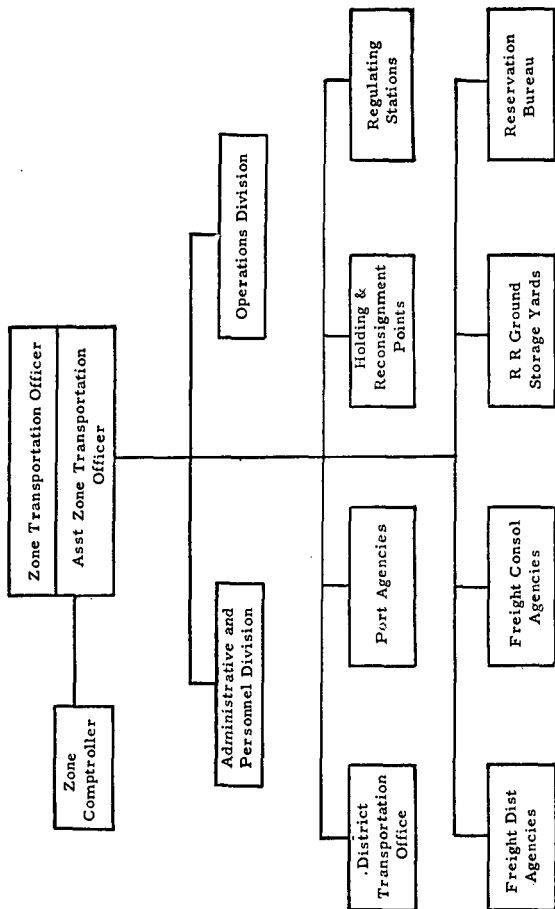
*a. Mission.* A Zone Transportation Office assists the Chief of Transportation as a field agency by performing certain traffic management functions and such other Transportation Corps functions as directed by the Chief of Transportation.

*b. Organization* (fig. 9). A transportation zone is composed of a zone headquarters, with any or all of the following agencies: District transportation officer, port agencies, regulating stations, holding and reconsignment points, freight consolidating agencies, freight distributing agencies, reservation bureaus, and railroad ground storage

yards. Normally, in peacetime, the functions of these agencies are performed by the Office of the Chief of Transportation or Army transportation officers. To the extent possible, the territorial boundaries of a zone should be made to meet any condition which may arise as a result of military land traffic management needs.

*c. Major Functions.*

- (1) Quotes freight rates for Department of the Army installations except procurement offices located in the Zone, and as requested to Air Force installations.
- (2) Provides routings and releases on domestic freight shipments in accordance with existing regulations, including railway express, to all Department of the Army installations, and as requested to Air Force installations located in the Zone.
- (3) Investigates and advises the Chief of Transportation regarding the need for extensions of motor carrier operating rights.
- (4) Traces, reconsigns, diverts, holds, and expedites domestic freight shipments, arranges for special services and makes recommendations to the Chief of Transportation regarding embargoes.
- (5) Investigates and recommends appropriate action to be taken in shipper-carrier disputes arising from application of



District Offices may or may not intervene between agencies shown above and Zone Headquarters.

*Figure 9. Typical organization chart of zone transportation office.*

various agreements and rules; i.e., weight and demurrage.

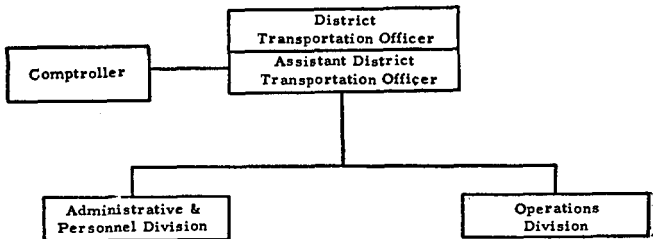
- (6) Investigates and determines responsibility for accrual of accessorial charges and takes action for appropriate disposition.
- (7) Investigates and furnishes information to the General Accounting Office and carriers relative to questions arising in connection with the carriers charges for transportation services performed.
- (8) Analyzes and investigates loss and damage claims of doubtful liability and carriers' protests of amounts deducted due to loss or damage and makes recommendations to the appropriate disbursing office as to liability.
- (9) Conducts loss and damage prevention programs.
- (10) Exercises technical supervision in the field to assure compliance with orders and directives issued by Federal and State regulatory bodies pertaining to the utilization of commercial transportation equipment and facilities.
- (11) Arranges with carriers and other appropriate agencies for the loading of specific shipments and/or inspecting such shipments prior to movement.
- (12) Represents the Chief of Transportation on site selection teams and boards when directed by the Chief of Transportation.

- (13) Develops and maintains data on toll roads, bridges, ferries, and other facilities.
- (14) Conducts preliminary investigations with carriers with respect to traffic and operating agreements or contracts involving services and movements to and from points on Government-owned railroad tracks, except at Class I installations, when directed by the Chief of Transportation.
- (15) Quotes rates and provides routes for bulk liquid movements; maintains bulk liquids tariff file; balances loaded and empty mileage, distributes tank cars and other Army-owned and leased freight cars used in interchange service; maintains mileage records on Army-owned and leased freight cars used in interchange service; handles collections of mileage payments. The foregoing tank car functions are performed exclusively in the St. Louis, Missouri, Zone Transportation Office.

### 33. DISTRICT TRANSPORTATION OFFICES

*a. Mission.* Each district transportation office assists the zone transportation officer in carrying out his assigned mission through direct supervision of operations and activities within a prescribed geographical area of the zone.

*b. Organization.* A typical organization chart of a district transportation office is illustrated in figure 10.



*Figure 10. Typical organization chart of district transportation office.*

*c. Major Functions.*

- (1) Maintains liaison with local traffic organizations, commercial carriers, industrial firms, and transportation officers of Department of Defense and other governmental agencies within the district.
- (2) Provides the zone transportation officer with data relative to the daily over-all transportation situation within the district area in the interests of preventing congestion of transportation facilities and undue car detention.
- (3) Orients transportation officers in standing operating procedure for preparation of Government bills of lading, transportation requests, and such other traffic matters as may require attention and corrective action.
- (4) Arranges with district managers of the Association of American Railroads and

with other agencies for car supply and diversions, reconsignments, expediting, tracing, and other accessorial services.

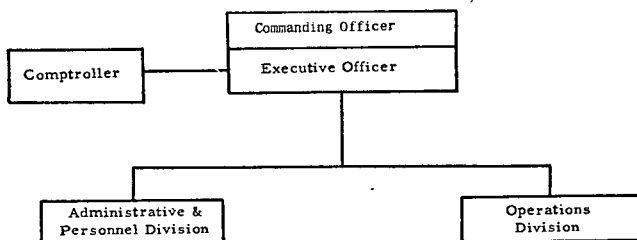
- (5) Maintains data on over-all traffic capacities and potentials of transportation facilities and military activities within the area and on industrial activities of specific military concern with respect to movements essential to the war effort.
- (6) Assists carriers to assure the expeditious and orderly movement of Department of the Army freight and passenger traffic to, from, and through local yards, terminals, and gateways.

#### 34. PORT AGENCIES

*a. Mission.* A port agency expedites import and export shipments of supplies and equipment which fall in the category of foreign aid or reciprocal aid shipments. It acts on matters pertaining to shipments for which the Department of the Army has been designated responsible for transportation.

*b. Organization* (fig. 11). If the headquarters of the port agency is near or convenient to the headquarters of a district transportation office, the administrative functions of the port agency will be assumed by that office. In the event a port agency and a district office are combined under one commander, there will be but one administrative and personnel division and one management office.





*Figure 11. Typical organization chart of a port agency.*

*c. Major Functions.*

- (1) Maintains liaison with commercial highway, rail, and steamship organizations and local representatives of United States Government and foreign government organizations and port commanders, and in general performs the duties of foreign freight agent for the Chief of Transportation in the port to which assigned.
- (2) Receives, clears through customs, and forwards to inland destinations matériel arriving from other countries for the Department of Defense.
- (3) Upon request of the owning agency, arranges for movement and for in-transit storage of supplies procured by or for the Department of Defense.
- (4) Receives all shipping documents for use in the port for military aid supplies and

equipment. Makes necessary distribution of these documents and insures proper processing.

- (5) Coordinates and inspects operations to insure that the handling and stowing of military aid matériel aboard ship are adequate to insure arrival at destination in proper condition.
- (6) Arranges for processing, recooling, and all other services pertaining to the delivery of military aid matériel to ship-side so that it is available as required, and certifies for payment the bills for services rendered.
- (7) Investigates reports of over, short, or damaged military aid supplies and equipment and assures that necessary action is taken to furnish basis for claims.

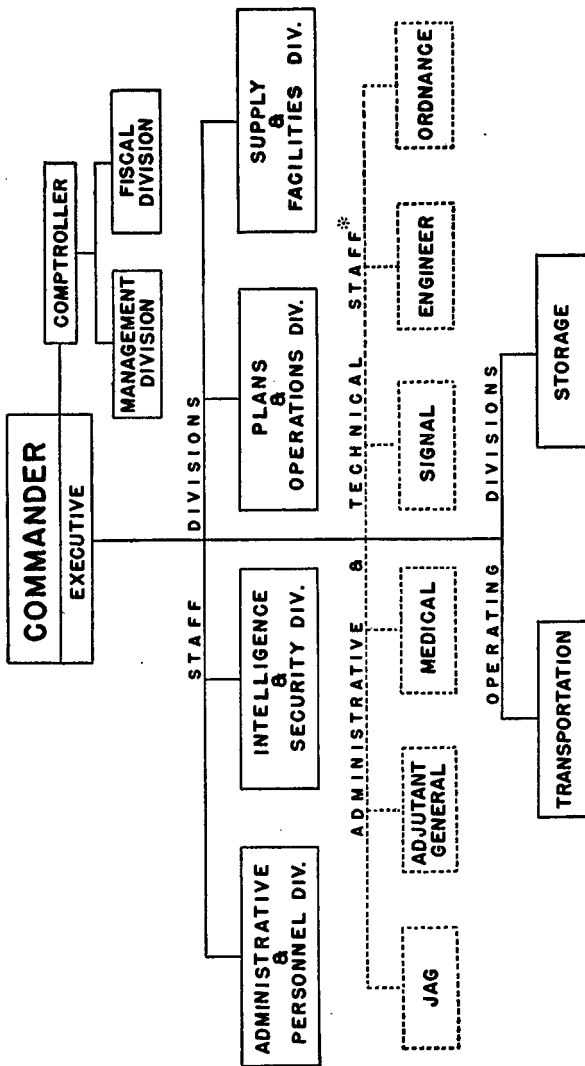
### 35. HOLDING AND RECONSIGNMENT POINTS

*a. Mission.* Holding and reconsignment points receive, store, and reship in-transit freight en route to or from a port.

*b. Organization.* A typical organization chart of a holding and reconsignment point is illustrated in figure 12.

*c. Major Functions.*

- (1) Provide limited in-transit storage for carload or truck-load shipments destined



\* Required only when operating as a separate installation.

Figure 12. Typical organization chart of holding and reconnaissance point.

to ports, when necessary to prevent congestion of port areas.

- (2) Combine or "marry-up" component parts for assemblies as required, shipping them to ports to arrive at the same time.
- (3) Divert or reship to other ports or return shipments to depots.

### 36. FREIGHT CONSOLIDATING AND DISTRIBUTING AGENCIES

*a. Mission.* These agencies receive and assemble less-than-carload and less-than-truckload shipments of the Departments of the Army, Navy, and Air Force into carloads for reshipment to freight distributing agencies or other break-bulk points; also, they unload consolidated carloads received and distribute shipments to ultimate consignees.

*b. Organization.* The organization of a freight consolidating and distributing agency normally includes a commanding officer, an administrative division, a movements division, and a warehouse operations division.

*c. Major Functions.*

- (1) Route, divert, and arrange for stop-offs of traffic; determine rates and interpret tariffs.
- (2) Accomplish all bills of lading covering shipments received, maintain pertinent

records, and prepare all bills of lading for outbound shipments.

- (3) Arrange for pick-up of all shipments originating in area when terms are f.o.b. manufacturer's plant.
- (4) Arrange for delivery of all shipments received and destined to consignees in the area.
- (5) Negotiate with railroad officials on problems relating to the improvement of service and operations.
- (6) Negotiate contracts for local draying.
- (7) Investigate and trace over, short, and damaged freight for the Army, Navy, and Air Force on shipments received and distributed.
- (8) Check for misloading, proper stowage, and optimum utilization of railroad cars.
- (9) Perform first echelon maintenance and repair on Government-owned materials handling equipment.
- (10) Operate Government-owned tractors in spotting semitrailers at unloading dock.
- (11) Supervise loading, stowing, bracing, checking, and sealing of outbound shipments.
- (12) Classify freight according to commodity, and plan a daily breakdown by destinations of cars.

- (13) Maintain daily tonnage control work sheet according to destination and classification of shipments.

### 37. FREIGHT DISTRIBUTING AGENCIES

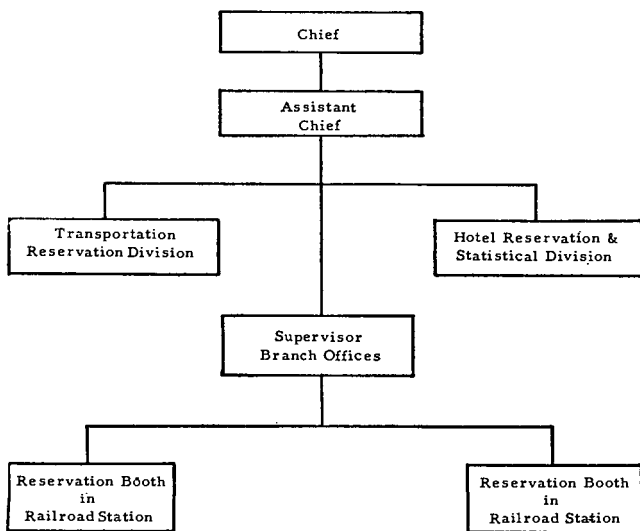
*a. Mission.* These agencies receive and unload carloads and truckloads of consolidated less-than-carload and less-than-truckload shipments of Departments of the Army, Navy, and Air Force and reship the individual less-than-carload and less-than-truckload shipments to ultimate consignees.

*b. Organization.* A freight distributing agency is normally organized to include a commanding officer, an administrative division, and a warehouse operations division.

*c. Major Functions.*

- (1) Prepare or accomplish all Government bills of lading covering shipments from or to the station.
- (2) Compile statistical information, trace movements of individual shipments, and follow up requests for information thereon.
- (3) Investigate and trace over, short, or damaged items for Army, Air Force, and Navy shipments received and distributed.
- (4) Determine mode of transportation for delivery of shipments to ultimate consignee.

- (5) Negotiate with railroad and motor truck operators on problems relating to the improvement of service and operations.
- (6) Check for proper loading, storing, bracing, and sealing of inbound shipments.
- (7) Classify freight in accordance with pertinent classification.
- (8) Maintain daily tonnage control work sheet according to destinations and classifications of shipments.
- (9) Supervise unloading and checking of inbound shipments.



*Figure 13. Typical organization chart of a military reservation bureau.*

## 38. MILITARY RESERVATION BUREAUS

*a. Mission.* These bureaus make reservations via commercial carriers for individuals, both military and civilian, on authorized travel for the Department of Defense; assist such personnel in obtaining hotel reservations; and furnish assistance to transportation officers on problems involving the movement of personnel.

*b. Organization.* Figure 13 is a typical organization chart of a military reservation bureau.

*c. Major Functions.*

- (1) Receives requests for railroad and Pullman reservations and maintains contacts with the Government reservation bureau<sup>1</sup> and rail and Pullman representatives for the purpose of obtaining reservations.
- (2) Assists individuals by furnishing train numbers and planning itineraries.
- (3) Obtains bus reservations as required.
- (4) Arranges for travel via commercial or military air facilities in accordance with assigned priorities.
- (5) Prepares and issues transportation requests when required.

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<sup>1</sup> Government reservation bureaus are organized and manned by commercial transportation organizations for the purpose of reserving, upon request of the military reservation bureaus, the necessary accommodations for rail, bus, or air travel of personnel of the Department of Defense.



- (6) Arranges for the employment of additional transportation equipment as required.
- (7) Obtains reservations for oversea camp units of the United Service Organizations.
- (8) Obtains reservations for high priority travelers and other individual and small group movements requiring special handling.
- (9) Assists military and civilian personnel of the Department of Defense, traveling on orders, to secure hotel accommodations both locally and throughout the United States.
- (10) Supervises designated military reservation booths and maintains liaison with the Navy, Air Force, Coast Guard, Marine Corps, and the Government reservation bureau in connection therewith.

### 39. REGULATING STATIONS

*a. Mission.* To assist in regulating rail carload freight and impedimenta shipments for which the Army is responsible, under systems prescribed by the Chief of Transportation.

*b. Organization* (fig. 14). A regulating station is usually organized to include a movements branch, a diversion and tracing branch, a records branch divided into a rail freight section and a

motor freight section, and a representative of the Association of American Railroads.

*c. Major Functions.*

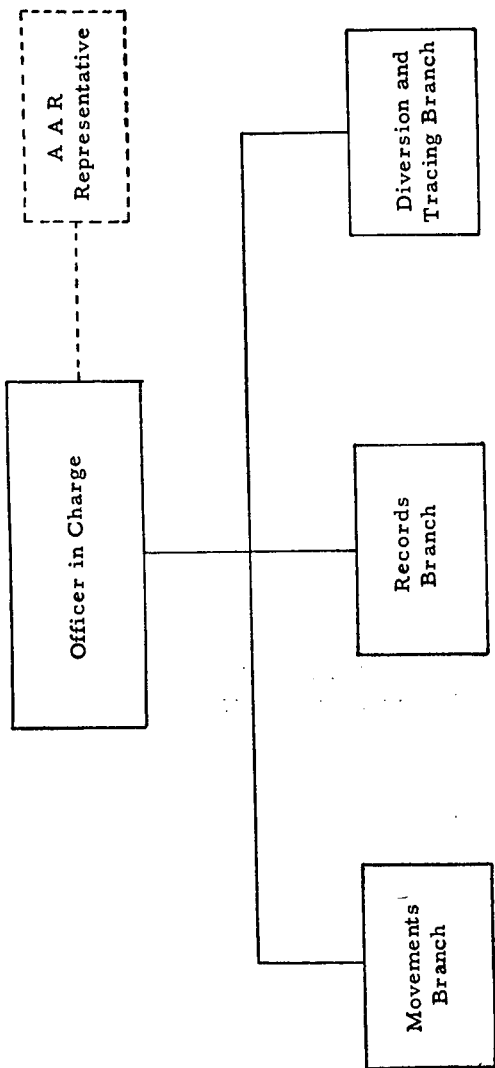
- (1) Receive passing reports from railroads and truck operators covering freight in carload or truckload lots for which the Army is responsible, moving on export releases.
- (2) Prepare and maintain records of movement of freight for which the Department of the Army is responsible, and certify accessorial services.
- (3) Hold, expedite, reconsign, or divert rail or truck freight shipments as required by consignee or as requested by the Office of the Chief of Transportation or other authority.

#### 40. RAILROAD GROUND STORAGE YARDS

*a. Mission.* These yards provide open storage for shipment in order to relieve vendors from stockpiling, prevent use of rail equipment for storage on wheels, and create stockpiles at points en route to ports via which the through rates will apply. These facilities are operated by commercial agents under the supervision of the zone transportation officer.

*b. Major Functions.*

- (1) Unload, check, store, and protect shipments.
- (2) Furnish receipts and reports as required.



*Figure 14. Typical organization chart of a regulating station.*

- (3) Reload and forward shipments as directed.

#### 41. STAGING AREAS

*a. Mission.* Staging areas receive, assemble, and evacuate transient personnel and troops.

*b. Organization.* A typical organization chart of a staging area is illustrated in figure 15.

*c. Major Functions.*

- (1) Provide an intermediate place of assembly for units of a force.
- (2) Effect prompt and orderly transfer of troops through ports of embarkation.
- (3) Complete that processing incident to embarkation or debarkation. Where additional processing is required, releases troops to the personnel center for such processing and maintains command jurisdiction over troops being processed.
- (4) Provide adequate shelter, sanitary facilities, and messing facilities for the troops involved.

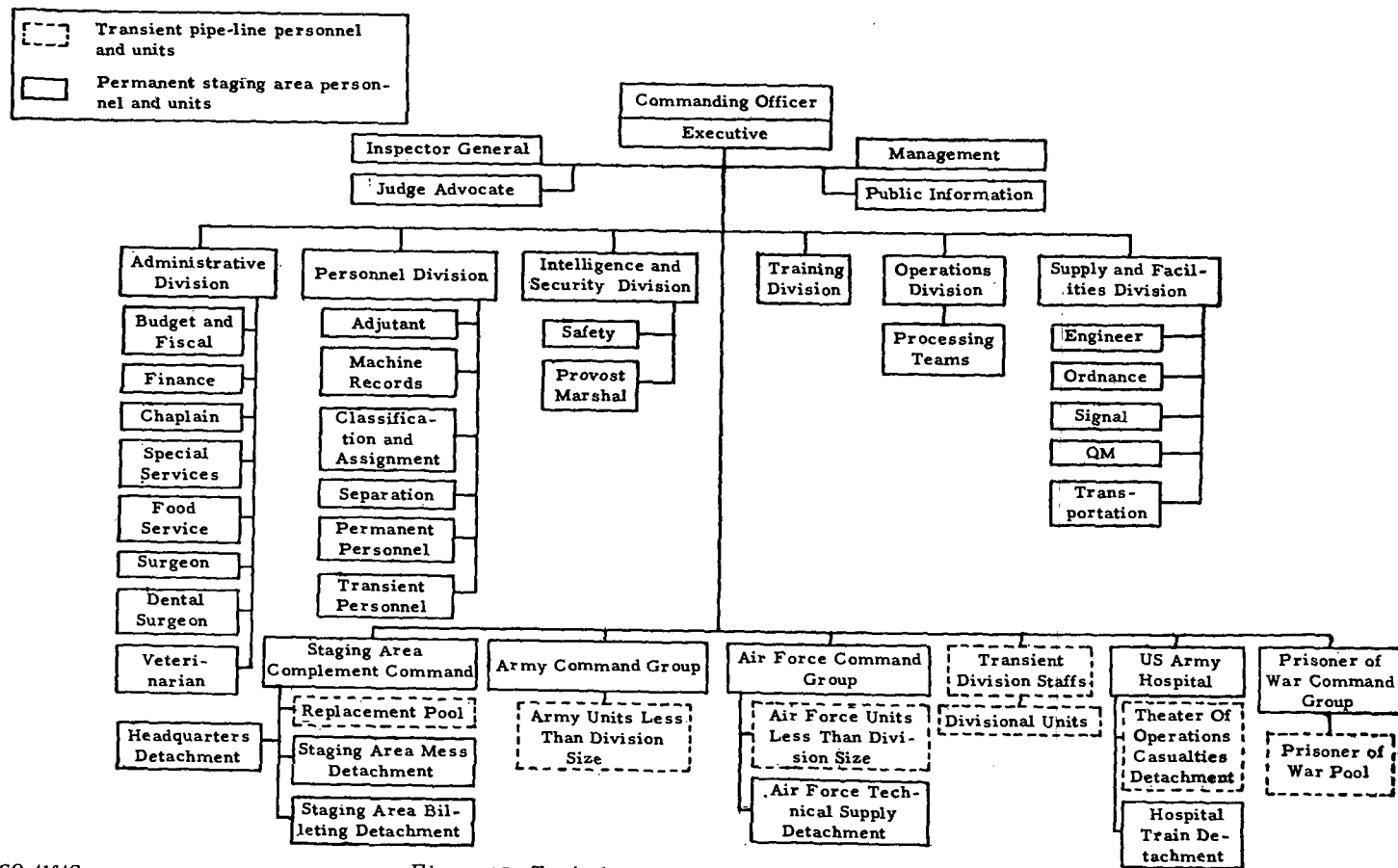


Figure 15. Typical organization chart of a staging area.

## SECTION V

### TRANSPORTATION SERVICE ORGANIZATIONS

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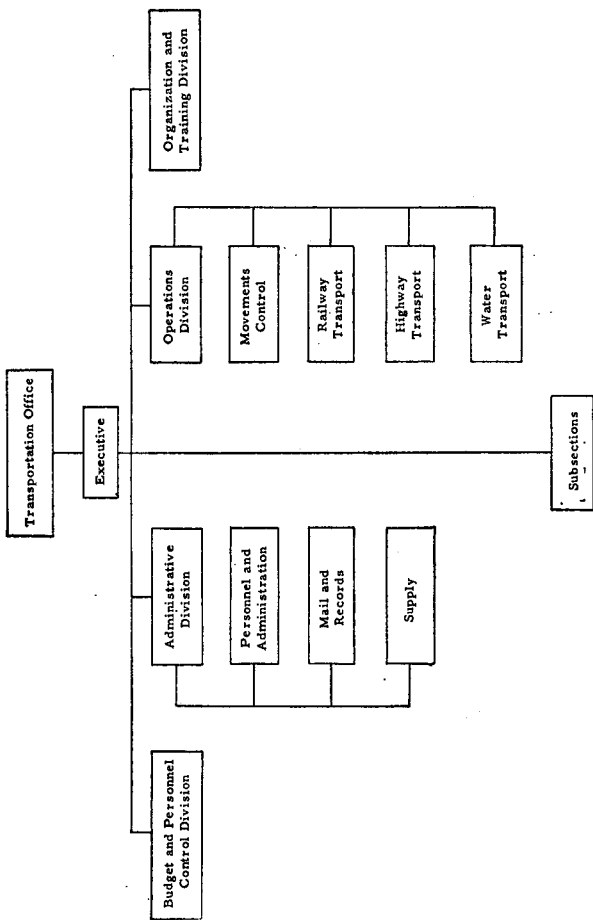
#### 42. CONTINENTAL ARMY TRANSPORTATION OFFICE

*a. Mission.* This office furnishes transportation service for the army area. The continental army transportation officer serves as transportation officer on the staff of the commanding general and is the advisor to the army commander on all transportation matters.

*b. Organization.* A typical organization chart of an army transportation office is illustrated in figure 16. In time of emergency, the functions of the continental army transportation office may become the responsibility of the zone transportation office.

*c. Major Functions.*

- (1) Surveys transportation activities within army responsibilities at class I and class II installations to assure compliance with current directives of the Army, carriers, and regulatory agencies.
- (2) Exercises staff supervision over Transportation Corps activities in the army area that are a responsibility of the army commander.



*Figure 16. Typical organization chart of army transportation office.*

- (3) Prepares transportation budget estimates for the Army and controls allotments of transportation funds to field installations for which the Army is responsible.
- (4) Recommends Transportation Corps military and civilian personnel authorizations in the army area.
- (5) Except at ports of embarkation, is responsible for movement of household effects procured through contract with commercial concerns and has supervisory responsibility for proper packing, crating, and marking.
- (6) Reviews claims for loss, damage, overcharges, and undercharges.
- (7) Is responsible for necessary arrangements for movement of dependents from their homes in the army area to ports of embarkation for transshipment overseas.
- (8) Maintains contact with commercial carriers in the army area.
- (9) Supervises and coordinates operations of the army superintendent of railways.
  - (a) Operates a railway mobile repair shop, with the mission of performing field maintenance of all railway equipment, including that of the Air Force.
  - (b) Supervises and has technical control over operation of Department of the Army utility railways, except at



Transportation Corps railroad repair shops and certain contractor-operated class II installations.

- (c) Forecasts, estimates, determines, and approves the requirements for all railway equipment at installations located within the army area. Assigns and reassigns railway motive power and rolling stock to all installations, with the exception of Transportation Corps railroad repair shops and certain contractor-operated class II installations. Maintains records of all railway stock assigned to installations in the army area.
- (10) Determines the requirement for, allocates, and exercises operational supervision over administrative motor vehicles at class I and class II installations.
- (11) Provides highway traffic engineering services and maintains liaison with public officials concerning highway transport capabilities and requirements to insure compliance with state laws and to safeguard facilities in the movement of military convoys and military vehicles of unusual size or weight.
- (12) Exercises technical supervision over maintenance of all harbor craft, as may be designated.

- (13) Computes and quotes freight rates to Department of the Army procuring offices for the purpose of evaluating bids and awarding contracts.

#### 43. INSTALLATION TRANSPORTATION OFFICE

*a. Mission.* The transportation office furnishes transportation service for the installation. The transportation officer serves on the staff of the commanding officer and is his advisor on all transportation matters.

*b. Organization.* An installation transportation office is usually organized to include a transportation officer, an administrative branch, motor pool branch, freight branch, passenger branch, and operations branch (fig. 17).

*c. Major Functions.*

- (1) Arranges transportation for persons and things.
- (2) Selects most appropriate means of transportation for all shipments from the installation, consistent with delivery requirements.
- (3) Arranges for transportation by contractual procedure where authorized.
- (4) Issues, converts, and accomplishes Government bills of lading.
- (5) Secures releases and routes, traces, expedites, consolidates, and diverts ship-

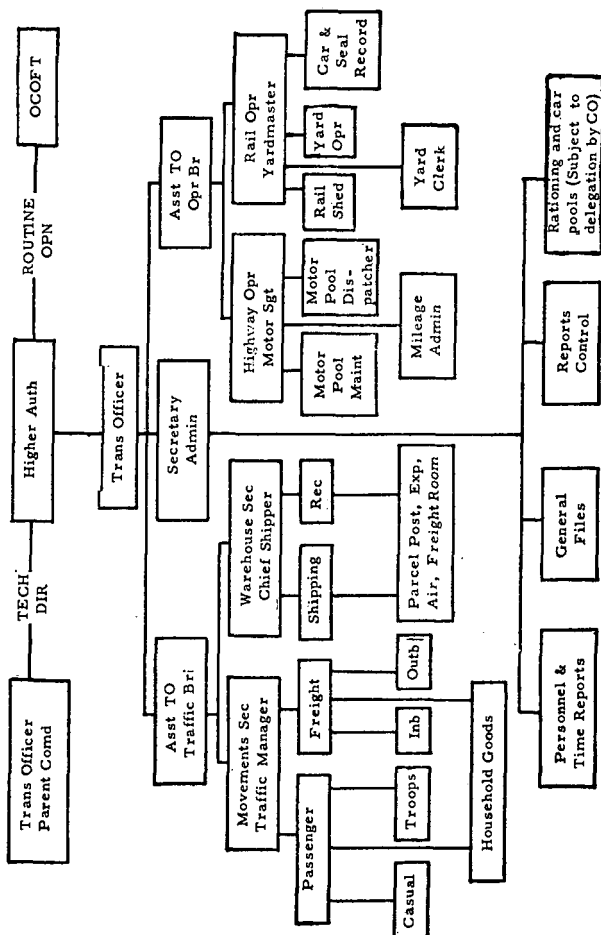


Figure 17. Typical organization of an installation transportation office.

ments as required and in accordance with current regulations.

- (6) Supervises and prescribes methods of car and truck loading with respect to classification, stowage, dunnage, and dimensional clearance limits; exercises right of refusal of shipments offered for transportation which are not packaged or loaded to meet requirements of carriers, or of military directives.
- (7) Reports shipments that are over, short, or damaged and initiates reports of survey.
- (8) Effects prompt and efficient loading and unloading of carrier equipment, to assure maximum utilization of equipment.
- (9) Makes use of transit privileges when authorized by tariff publications or special quotations and maintains appropriate records.
- (10) Administers average agreements with rail carriers covering car detention, demurrage, and release of equipment.
- (11) Issues transportation requests and meal tickets.
- (12) Arranges for the transportation of dependents, baggage, and household goods and assists and advises dependents on matters incident to travel.

- (13) Secures and inspects transportation equipment for troop and impedimenta movements and gives technical assistance to commanding officers of units to be moved.
- (14) Maintains and operates post utility railroad equipment and supervises repair shops.
- (15) Recommends changes deemed advisable in carriers' tariffs or for the negotiation of Section 22 quotations.
- (16) Operates the administrative motor pool.

## SECTION VI

### UNITED STATES TRANSPORTATION SYSTEM, SERVICES AND FACILITIES

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#### 44. THE TRANSPORTATION SYSTEM

a. The transportation system of the United States is comprised of railways, highways, airways, waterways, and pipe lines. On 18 September 1940, the Congress added to the Interstate Commerce Act the National Transportation Policy, which states in part: "It is hereby declared to be the national transportation policy of the Congress . . . to recognize and preserve the inherent advantages of each; . . . all to the end of developing, coordinating, and preserving a national transportation system by water, highway, and rail, as well as other means, adequate to meet the needs of the commerce of the United States, of the Postal Service, and of the national defense."

b. Strong points of the US transportation system are general coverage of the nation, concentration of facilities to conform with the pattern of normal load concentration, and adequate reserves of unused facilities in normal times. In emergencies, weaknesses appear which greatly offset the strong points. These weaknesses are the uneven distribution of facilities, inadequacy of north-south routes, vulnerability of locks in the

Saint Mary River between Lakes Superior and Huron, and bottlenecks in Rocky Mountain crossings.

c. The fine modes of transportation in the United States with the movement for which each is best suited are listed below :

- (1) Pipe line—bulk liquids.
- (2) Waterway—bulk cargo on long-haul movements which permit low movement rate.
- (3) Railway—general cargo on long-haul movements where medium movement rate is required.
- (4) Highway—general cargo for short-haul movements at a high movement rate.
- (5) Airway—packaged cargo on long-haul movements where a high movement rate is required.

#### 45. THE RAILWAY SYSTEM

a. The principal means of military transportation in the continental United States is the railroad. For fast, long-distance, heavy, and large freight shipments and volume movements of freight and passengers, no other method of transportation can rival it. However, rail transportation is not always the best choice under all circumstances. Each mode of transportation has its place in the transportation system with its ad-

vantages and disadvantages, and conditions frequently prove one of the other modes to be the best.

b. Railroads have the following limitations: Fixed right-of-way, load limits and clearances, vulnerability to enemy tactics, inability to negotiate steep grades.

#### 46. RAILROAD FREIGHT SERVICES

a. The railroads provide many services incident to the movement of freight.

b. Line haul freight service is the movement of freight over the tracks of a transportation line from one station to another, including equitable car distribution, interchange rules, and extra less-than-carload (LCL) or merchandise services.

c. Special or accessorial services are those which are beyond the scope of the actual movement of cargo. They include diversion or reconsignment, protective service, holding, tracing, expediting, and transit privileges such as stopping in transit, storage in transit, etc. By the judicious employment of these services, the transportation officer obtains greatest efficiency in the movement of freight; savings of transportation costs, facilities, equipment, and transit time; and flexibility of movement. Protective services make possible the movement of perishable freight at extreme temperatures.



*d.* Terminal freight services are those incident to the receipt or delivery of freight and are provided through the local freight stations. These services include pick-up and delivery, switching, loading and unloading, storage, weighing, lighterage, floatage, and administration of demurrage.

#### 47. RAIL FREIGHT CLASSIFICATION

*a.* The large number of commodities shipped in the United States make it imperative that the railroads group them into comparatively few classes in order that rates can be quoted on this limited number of groups instead of for each separate commodity. The Consolidated Freight Classification is the official publication which contains these groups or classes.

*b.* A freight rating or classification is a designation by numeral or letter indicating the class to which an article is assigned for the purpose of applying rates.

*c.* Three major and one minor freight classification territories have been developed by the railroads. The major classification territories are the Official, Southern, and Western, and the minor territory is Illinois (fig. 18).

*d.* Freight moving from one classification territory to another is governed by a single classification. The freight tariff containing the rate specifies which classification is applicable.

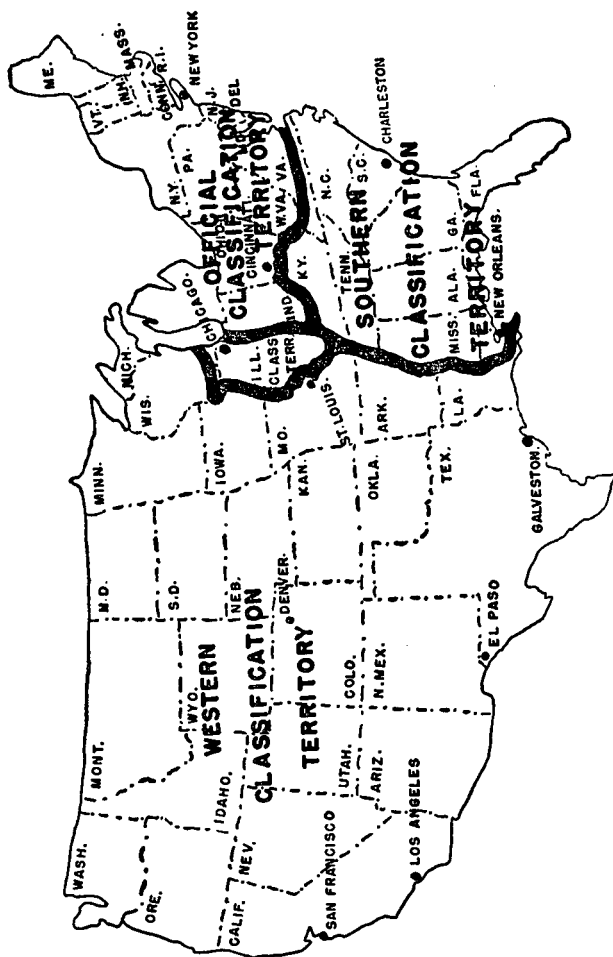


Figure 18. Map of freight classification territories.

*e.* The Consolidated Freight Classification contains, in addition to the ratings, other information affecting the cost of transportation to the Government. It specifies the correct descriptions of articles to be used in the preparation of bills of lading, packing specifications, carload minimum weights, and rules and regulations.

*f.* The Departments of the Army and Air Force have published Freight Classification Guides which contain the proper rail and motor truck freight nomenclature and item number as listed in the pertinent classifications. These guides are invaluable aids to the transportation officer in that correct ratings or classifications may be determined accurately and quickly.

#### 48. RAIL FREIGHT RATES AND TARIFFS

*a.* A freight rate is the legal price per specific unit assessed by the carriers for their transportation services. The establishment of a freight rate is necessarily complicated; it is influenced by geography, classification, competition, volume, cost of operation, and many other technical considerations. The Interstate Commerce Commission (ICC) supervises the rate structure and requires that these rates be fair, reasonable, and non-discriminatory.

*b.* Rates and services are published in tariffs which are legal publications issued by carriers

in accordance with prescribed regulations of the ICC. To simplify the dissemination of rates and services, the carriers have joined committees which publish their tariffs. The committees are organized in territorial regions (fig. 19).

*c.* Section 22 of the Interstate Commerce Act authorizes railroads to move persons and things and perform services for the Government free of charge or at reduced rates. Therefore, all rates and services covering military shipments are not published in tariffs. Section 22 agreements for Department of the Army responsibility are negotiated by the Office of the Chief of Transportation and are only in letter form.

#### 49. RAIL PASSENGER SERVICES

*a.* The railroads furnish many passenger services designed to provide the traveler the maximum in safety, speed, and comfort.

*b.* The most important of the services are meal services, reservation service, stop-off, checkable baggage, coach cars, Pullman cars, including sleeping and parlor cars, and the furnishing of baggage cars for use as kitchens in the movement of troops.

*c.* It is important that transportation officers be cognizant of the various services offered by the carriers in order to provide the best services to

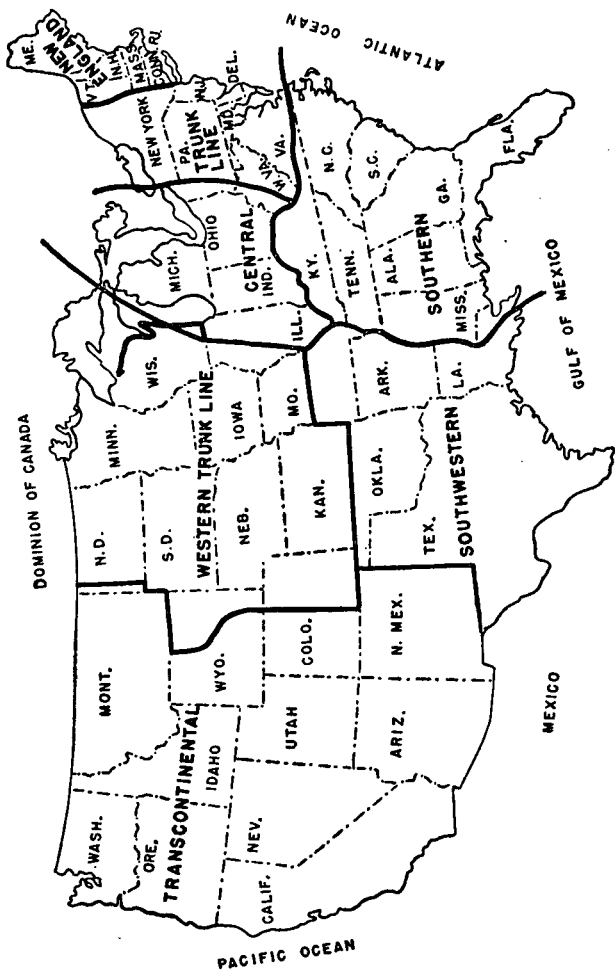


Figure 19. Map of freight territories.

the passenger, consistent with his needs, at the lowest cost to the Government as provided by pertinent regulations.

## 50. PASSENGER TRAIN EQUIPMENT

*a.* The railroads operate a variety of equipment to furnish the traveler with required service.

*b.* This equipment consists of—

(1) Coaches which provide straight-back or reclining seats.

(2) Sleeping cars as described below:

(*a*) Standard sleeping cars contain a variety of combinations—sectional space, upper and lower berths, roomettes, bedrooms, compartments, and drawing rooms.

(*b*) Tourist cars provide sectional space and upper and lower berths. They contain fewer refinements than the standard Pullman car and are operated only on certain trains in the western part of the United States.

(3) Parlor cars containing individually assigned armchairs.

(4) Dining, lounge, and club cars for the convenience of the traveler.

## 51. RAIL PASSENGER FARES

*a.* Passenger fares are established in a manner similar to that for establishing freight rates. The distance traveled, competition, and the service provided are important considerations in the establishment of fares.

*b.* One major difference exists between fares and freight rates in that carriers publish round-trip fares which have no application to freight shipments.

*c.* Section 22 of the Interstate Commerce Act applies also to rail passenger fares.

## 52. THE JOINT MILITARY PASSENGER AGREEMENT

The Joint Military Passenger Agreement, negotiated annually between the railroads and the Department of Defense, makes provisions for a percentage reduction in rail fares and special services for the official travel of members of the Department of Defense.

## 53. DOMESTIC WATER TRANSPORTATION SYSTEM

*a.* The US domestic waterways system consists of natural, improved, and artificial waterways as follows: Coastwise and intercoastal, Great Lakes, Mississippi-Missouri-Ohio Rivers and their tributaries, coastal rivers, intracoastal waterway systems, and the New York Barge Canal.

b. Any cargo that can be transported can be moved by water transportation and, except for terminals, canals, and locks, the waterways system is ordinarily not vulnerable to enemy action.

c. Water transportation is the slowest form of movement, and in the northern part of the United States it may be seasonal.

#### 54. WATER FREIGHT SERVICES

a. Water carriers offer a variety of freight services similar to those offered by rail carriers.

b. Some of these services include warehousing and storage, protective services for perishable cargo, stopping in transit for storage or milling, split delivery, diversion or reconsignment, heavy lift, and loading or unloading. Demurrage is also applicable to water transportation.

#### 55. WATER EQUIPMENT

Water carriers furnish a variety of vessels for the movement of cargo. These vessels range from small river steamers, tugboats, and barges for general cargo and for specialized cargo, such as automobiles, petroleum, and petroleum products, to large ocean-going liners and vessels, known as sea trains, which carry loaded freight cars and which were used during World War II to transport locomotives and tanks from the United States to Europe.



## 56. WATER FREIGHT RATES

*a.* The establishment of water carrier freight rates is similar to that of rail carriers, with minor exceptions.

*b.* One feature of rates peculiar to water transportation is that, in many cases, the rate is based on a measurement ton or weight ton, whichever charge is greater. A measurement ton is 40 cubic feet of storage space.

## 57. WATER PASSENGER FARES

*a.* Passenger fares are established in a manner similar to that employed for establishing rail fares. The space utilized, service rendered, and distance traveled are important considerations.

*b.* Water passenger fares vary, since they are based on the class of travel provided. The various classes are cruise, first, cabin, second, tourist, and third.

## 58. THE HIGHWAY SYSTEM

*a.* Highway transportation maintains an important place in the transportation system because of the unlimited territory that can be serviced by truck and because of its flexibility of operation. It is unequalled for rapid improvisation of a land transportation system.

b. Highway transportation serves many communities that rail transportation does not reach, requires less-extensive terminal facilities, and can negotiate grades up to 10 to 15 percent. However, integrated through-service is not yet fully developed.

## 59. HIGHWAY FREIGHT SERVICES

Highway transport provides services pertaining to the carriage of freight in a manner similar to rail carriers. These services include pick-up and delivery, split delivery, storage, stopping in transit for partial unloading or completion of loading, diversion and reconsignment, tracing and expediting, loading and unloading, and weighing. Demurrage charges are made for the detention of equipment beyond specified free time.

## 60. HIGHWAY FREIGHT CLASSIFICATION

The National Motor Freight Classification, published by the American Trucking Associations, Inc., is similar in content and format to the rail Consolidated Freight Classification, and a large number of truck lines are parties thereto. The Army and Air Force Freight Classification Guides, as in the case of the rail classification, make reference to the truck classification.

## 61. HIGHWAY RATES AND TARIFFS

a. The methods of highway rate-making and tariff publication for common carriers are similar

to those used by the railroads, and the factors pertinent to the establishment of truck rates are, in large measure, the same.

*b.* Motor freight contract carriers consummate contracts with each of their patrons. These contracts reflect actual rates and must be filed with pertinent regulatory bodies. Although the contracts are not made public, a schedule of minimum rates and services must be posted for public inspection.

*c.* The provisions of Section 22 of the Interstate Commerce Act also apply to motor freight carriers, and the Office of the Chief of Transportation negotiates special rates and services with the carriers for the Department of the Army.

## **62. HIGHWAY PASSENGER SERVICES**

*a.* Bus operators furnish services designed to provide passengers the maximum in safety, speed, and comfort.

*b.* A majority of buses are air conditioned, heated, equipped with reclining seats and lounges, and provide charter service and checkable baggage service.

## **63. HIGHWAY PASSENGER FARES**

*a.* Distance traveled, competition, and the services provided are important considerations in the establishment of fares. In general, bus fares bear

a definite relationship to rail coach fares and are usually lower. A flat charge is usually assessed for the use of a bus in charter service, which is generally less costly than the total fares for the same number of passengers in regular service.

b. Section 22 of the Interstate Commerce Act also applies to highway passenger fares.

#### 64. JOINT BUS MILITARY AGREEMENT

The Joint Bus Military Agreement is similar to the rail Joint Military Passenger Agreement and makes provision for a percentage reduction in bus fares and special services for official travel of members of the Department of Defense.

#### 65. AIRWAY SYSTEM

a. An airway is a marked route to guide the flight of airplanes. It is usually equipped with beacon lights, radio markers, radio range beacons, emergency landing fields, and communication facilities for the transmission of weather information and communication with aircraft in flight.

b. The great speed of the airplane and the fact that it is so little hampered by topography that it can reach locations inaccessible to other modes of transportation make air transportation an important part of our transportation system.

## 66. AIR TRANSPORTATION SERVICES

Air transportation does not provide the variety of freight services furnished by rail, highway, or water. The services generally offered by air carriers are first class and coach passenger service, air express, and air freight. Other services include pick-up and delivery, stopping in transit for partial loading or unloading, assembly, distribution, and diversion.

## 67. AIR RATES AND TARIFFS

*a.* Air carrier rates must be published in a manner similar to those of rail and truck carriers and must be nondiscriminatory, just, and reasonable. One main difference is that while the ICC has regulatory jurisdiction over rail and truck rates, the Civil Aeronautics Board (CAB) has jurisdiction over air carrier rates.

*b.* Air carriers publish specific commodity rates and general or all-commodity rates. They do not publish a classification, but instead publish a rules tariff which applies to their rate tariffs.

*c.* One of the rules peculiar to air transportation is that air carriers reserve the right to deviate from shippers' routings.

## 68. AIR PASSENGER SERVICES

The majority of commercial airplanes are designed to carry passengers and provide maximum

safety, comfort, and speed. They can comfortably seat up to 128 passengers and contain baggage space; some provide sleeping accommodations, air conditioning, pressurized cabins, observation lounges, and noise insulation.

## **69. AIR PASSENGER FARES**

*a.* Unlike rail carriers, air carriers receive the bulk of their revenue from passenger business.

*b.* Air fares are generally higher than first class rail fares; but because of the time saved and free meals provided by air travel, the advantage of first class rail travel is reduced, from the standpoint of actual cost to the passenger.

*c.* Some air carriers, in order to encourage air travel, offer special reduced rates for round trips and for travel on certain days of the week when travel is light and half fares when members of a family are accompanied by a member paying full fare. They offer reduced rates for travel by coach service on a nonreservation basis on flights during inconvenient hours of the night.

## **70. JOINT MILITARY AIR TRANSPORTATION AGREEMENT**

The Joint Military Air Transportation Agreement is similar to the Joint Military Passenger Agreement and to the Joint Bus Military Agreement and provides for a percentage reduction in

air fares and for special services for the official travel of members of the Department of Defense.

## 71. PIPE-LINE TRANSPORTATION SYSTEM

*a.* Normally, a transportation officer would not directly utilize pipe-line transportation in the continental United States; however, pipe lines are an important element of the transportation system and provide an efficient, economic, and flexible medium for the movement of bulk liquids.

*b.* Pipe-line common carriers are subject to ICC jurisdiction and must publish tariffs containing just, reasonable, and nondiscriminatory rates and services.

*c.* Pipe-line operators perform special and terminal services which include gathering, storage, split delivery, transfer, blending in transit, and loading in tank cars or vessels. Demurrage also applies to pipe lines.

## 72. NONCARRIER TRANSPORTATION AGENCIES

*a. General.* Although noncarrier transportation agencies are concerned with the transportation of goods and commodities, they do not undertake to transport physically these shipments from point of origin to destination but act as intermediaries between the shipper and the common carrier.

*b. Freight Forwarders.*

- (1) Freight forwarders are persons or organizations which hold themselves out to the general public to transport or provide transportation of property, or any class or classes of property, for compensation, in interstate commerce, and which, in the ordinary and usual course of their undertaking:
  - (a) Assemble and consolidate, or provide for assembling and consolidating, shipments of such property, and perform, or provide for the performance of, break-bulk and distributing operations with respect to such consolidated shipments.
  - (b) Assume responsibility for the transportation of such property from point of receipt to point of destination.
  - (c) Utilize, for the whole or any part of the transportation of such shipments, the services of rail, highway, or water transportation agencies.
- (2) Freight forwarders are subject to the jurisdiction of the ICC and must publish tariffs and maintain just, reasonable, and nondiscriminatory rates.
- (3) The transportation officer deals only with the freight forwarder without regard for the actual routing of the shipments; the freight forwarder is responsible to the shipper as a common carrier.



- (4) The movement of LCL shipments via freight forwarder is faster than via LCL rail service, and the rates are generally lower.
- (5) The Office of the Chief of Transportation publishes a commercial traffic bulletin which indicates approved freight forwarders. Only those indicated in the bulletin may be used by the transportation officer.

*c. Railway Express Agency.*

- (1) Railway Express Agency is a corporation whose stock is owned by a large group of railroads and which operates under the jurisdiction of the ICC or CAB. It must publish tariffs and maintain just, reasonable, and nondiscriminatory rates and services.
- (2) The Railway Express Agency serves practically every point in the United States served by rail and has agreements with rail, truck, and air carriers to move its freight.
- (3) As with the freight forwarder, the shipper deals only with the express company which is responsible as a common carrier.
- (4) The Railway Express Agency will move any shipment which can be loaded into an express rail car via its rail express service. It performs pick-up and delivery service, and its chief advantage is the expeditious and careful handling ac-

corded its shipments. Shipments moving via Railway Express Agency move in passenger or special express trains.

- (5) The Railway Express Agency furnishes the following special services: Movement of perishables and animals, guarding of valuable shipments or secret documents, and performance of c.o.d. service.

*d. US Mail Service.*

- (1) US Mail Service reaches more points than any other transportation agency in the United States. Its scope of operations extends to all post offices in the United States and its possessions. Practically every means of transportation is used to perform the physical transportation of its shipments.
- (2) The Congress fixes the rates for this service, and for small shipments it is the most economical means of transportation.
- (3) The US Mail Service is divided into four classes:
  - (a) First class—written matter, matter sealed against inspection, postal cards, and post cards.
  - (b) Second class—newspapers and periodicals.
  - (c) Third class—books, circulars, and other matter wholly in print, proof-sheets, merchandise, and all other

mailable matter not included in first and second class and not exceeding 8 ounces in weight.

- (d) Fourth class (parcel post)—books, circulars, merchandise, printed matter, and all other mailable matter not included in first or second class and not perishable within a period reasonably required for transportation and delivery. Weight limitations are from 8 ounces to a maximum of 70 pounds, and dimensional limitations are 100 inches in length and girth combined.

## APPENDIX

### REFERENCES

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FM 21-8	Military Training Aids
AR 35-850	Fiscal Organization and Functions.
AR 35-6660	Sales of Property and Services to Organizations and Individuals within the Military Service, and Accounting by Sales Officers.
SR 110-1-1	Index of Army Motion Pictures, Kinescope Recordings, and Film Strips.
SR 310-20-3	Index of Training Publications
SR 310-20-4	Index of Technical Manuals, Technical Regulations, Technical Bulletins, Supply Bulletins, Lubrication Orders, Modification Work Orders, Tables of Organization and Equipment, Reduction Tables, Tables of Allowances, Tables of Organization, and Tables of Equipment.
SR 310-20-5	Index of Administrative Publications.

SR 310-20-6	Index of Blank Forms and Army Personnel Classification Tests.
SR 320-5-1	Dictionary of United States Army Terms.
SR 320-50-1	Authorized Abbreviations
SR 780-17-1	Depot Missions, Transportation Corps.

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